

SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> REGULAR CONSENT TIMED </div> <hr/> SUPPORTIVE DOCUMENT ATTACHED: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> RESOLUTION MEMO </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> AGREEMENT OTHER _____ </div>
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? <div style="display: flex; justify-content: space-around; margin-top: 5px;"> YES NO </div> TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? <div style="display: flex; justify-content: space-around; margin-top: 5px;"> YES NO </div> IS A BUDGET TRANSFER REQUIRED? <div style="display: flex; justify-content: space-around; margin-top: 5px;"> YES NO </div>
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> APPROVED APPROVED AS AMENDED </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> ADOPTED ADOPTED AS AMENDED </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> DENIED OTHER </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> NO ACTION TAKEN </div>	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: _____ BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2023- _____ AGREEMENT 2023- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

SIERRA COUNTY

Department of Planning and Building Inspection

P.O. Box 530

Downieville, California 95936

(530) 289-3251 (800) 655-3251

FAX (530) 289-2828



Tim H. Beals
Director

MEETING DATE: March 21, 2023

TO: Board of Supervisors

FROM: Tim H. Beals, Chief Building Official

SUBJECT: Consideration of an Ordinance amending Title 12 of the Sierra County Code to adopt an expedited and streamlined process for electric vehicle charging stations in accordance with AB 1236 and Government Code 65850.7

RECOMMENDATION: Introduce and waive further reading of the attached proposed Ordinance amending Sierra County Code, Title 12—Building and Construction, for the purpose of adopting an expedited and streamlined permit process for electric vehicle charging stations in accordance with Government Code Section 65850.7.

BACKGROUND: The State of California signed AB 1236 into law on October 8, 2015, amending the Electric Vehicle Charging Stations Open Access Act. This assembly bill required each city or county in the State to adopt an ordinance that creates a ministerial and expedited electric vehicle charging station permitting process while eliminating, with limited exception, the ability of the County to require discretionary review. Cities and counties with a population of less than 200,000 residents were given a deadline to adopt such an ordinance by September 30, 2017—although until recently there were no consequences for failing to meet this deadline, and in Sierra County this slipped in priority until now. To date, Sierra County has permitted only two (2) electric vehicle charging stations (both installed initially without benefit of a permit or inspections, and both located within the FEMA floodplain).

AB 1236 modified specific statutes that compose the Electric Vehicle Charging Stations Open Access Act. The new law, codified in Government Code 65850.7, requires cities and counties to substantially conform their expedited, streamlined permitting process to recommendations contained in the current version of the Zero-Emission Vehicles in California: Community Readiness Guidebook published by the State of California.

Ab 1236 requires local jurisdictions to:

- Adopt a checklist for all requirements for an application/plans to be eligible for expedited review
- Approve an application (ministerially) that meets all of the prescribed requirements
- Allow for electronic submittal of the expedited permit documents

- Allow the use of electronic signatures on relevant permitting documents
- Complete an expedited review with notification requirements to the applicant if their submittal is incomplete

The attached Ordinance and Checklist allow Sierra County to be in compliance with AB 1236 while continuing to protect public health and safety.

Director Beals introduced AB 1236 to the Board of Supervisors during the regular meeting on 2/4/2020 (agenda Item 9.A). It was then introduced to the Planning Commission on 10/15/2020; followed by public workshops and/or discussion at Planning Commission meetings on 1/14/2021, 4/15/2021, and 10/13/2022. Planning Staff has prepared the enclosed draft ordinance based on the California Building Officials' "Sample Ordinance Template ("Technical" version) for Small Jurisdictions," as well as samples from the jurisdictions of San Louis Obispo County, Nevada County, and the Town of Truckee; and developed the enclosed sample checklist from an example by Sonoma County which was recommended by the State.

Adoption of the proposed ordinance is exempt from CEQA review pursuant to the CEQA guidelines, including Section 15378(b)(5) as an organizational or administrative governmental activity that will not result in direct or indirect physical changes to the environment, and Section 15060(c)(2) as an activity covered by the general rule that CEQA applies only to projects that have the potential for direct, indirect or reasonably foreseeable physical change in the environment, and Section 15268, exempting ministerial actions such as approval of building permits and individual utility service connections.

ATTACHMENTS:

1. Proposed EVCS Ordinance
2. Proposed Submittal Checklist
3. Statutory language of Electric vehicle Charging Stations Open Access Act as amended by AB 1236 (codified in Government Code 65850.7 – 65850.71)

**BOARD OF SUPERVISORS
COUNTY OF SIERRA
STATE OF CALIFORNIA**

ORDINANCE NO. _____

**ADDING SECTION 12.04.200 TO THE SIERRA COUNTY CODE
TO PROVIDE AN EXPEDITED PERMITTING PROCESS FOR
ELECTRIC VEHICLE CHARGING STATIONS**

WHEREAS, Section 65850.7 of the California Government Code (AB 1236; Chiu, 2015) provides that it is the policy of the State to promote and encourage the installation and use of electric vehicle charging systems by limiting obstacles to their use and by minimizing the permitting costs of such systems; and,

WHEREAS, the law was developed to further the availability of charging infrastructure to help drive the deployment of zero emission vehicles—with the State’s assumption that the faster charging stations are deployed, the sooner California’s air quality improves, greenhouse gas emissions are reduced, and local economic benefits are captured; and,

WHEREAS, Section 65850.7 of the California Government Code requires every city and county in California to adopt an ordinance that creates an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations; and,

WHEREAS, it is in the health, welfare, safety, and economic interests of Sierra County residents to have an expedited permitting process to assure the effective deployment of electric vehicle charging technology.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF SIERRA DOES ORDAIN AS FOLLOWS:

Ordinance Section One:

Chapter 12.04 of the Sierra County Code is hereby amended by adding a new Section 12.04.200 to read as follows:

12.04.200 Expedited Permitting Process for Electric Vehicle Charging Stations

- A. Purpose. The purpose of this section is to comply with the requirements of Government Code Section 65850.7 to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations.
- B. Applicability. This section applies to the permitting of electric vehicle charging stations in the unincorporated area of the County of Sierra after the effective date of the ordinance enacting this section. Electric vehicle charging stations legally established or permitted prior to the implementation of this expedited permitting process are not subject to the requirements of this section unless physical modifications or alterations are undertaken that materially change the size, type or components of an electric vehicle charging station in such a way as to require new permitting.

Expedited permitting shall not apply to electric vehicle charging station projects that include additional scope. All electric vehicle charging station projects with additional scope shall be processed under sections 12.04.060ff. of the Sierra County Code and applicable provisions of the California Building Standards Code, and the streamlining provisions of this section shall not apply.

- C. Definitions. The following words and phrases as used in this section are defined as follows:

“Electric vehicle charging station” or “charging station” means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of the ordinance adopting this section, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

“Electronic submittal” means a submittal made by email, the Internet, and/or facsimile.

“Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

- D. Expedited Permitting Process.

1. Consistent with Government Code Section 65850.7, the Sierra County Building Official is hereby authorized and directed to develop and implement an expedited, streamlined permitting process for electric vehicle charging stations, and adopt

and maintain a checklist of all requirements with which electric vehicle charging stations must comply in order to be eligible for expedited review. In developing the expedited permitting process and checklist, the Building Official may refer to the recommendations contained in the most recent version of the “Plug-In Electric Vehicle Infrastructure Permitting Checklist” and/or the “Zero-Emission Vehicles in California: Community Readiness Guidebook” published by the State of California’s Office of Planning and Research. The Building Official may modify the checklist and standards found in the Guidebook due to unique climatic, geological, seismological, or topographical conditions.

2. The checklist and all required permitting documentation shall be published on the County of Sierra’s website.
3. Electronic submittal of the required permit application and supporting documents shall be made available for all electric vehicle charging station permit applications. The method of electronic submittal shall be at the County’s discretion. The applicant may submit the permit application and associated documentation to the County’s Building Department by personal, mailed, or electronic submittal together with any required permit processing and inspection fees. In the case of electronic submittal, consistent with Government Code Section 65850.7, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.
4. The Building Official may establish a process to prioritize competing applications for expedited permits.

E. Permit Application Processing.

1. Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to submission of plans and supporting documentation of sufficient detail to demonstrate compliance with all applicable codes and design standards, including: that the support structure for the electric vehicle charging system is stable and adequate to transfer all wind, seismic, snow, and dead and live loads associated with the system to the building or support structure’s foundation, using standard engineering evaluation techniques; electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; areas of charging station equipment location,

clearances, and vehicle parking; and proper elevation or flood-resistant enclosure if located within a FEMA-mapped Special Flood Hazard Area.

2. An application that satisfies the information requirements in the checklist, as determined by the building official, shall be deemed complete and be promptly processed.
3. If the Building Official determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.
4. Upon confirmation by the Building Official that the permit application and supporting documents is complete and meets the requirements of the County adopted checklist, and is consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, administratively approve the application and issue all necessary permits or authorizations.
5. Such approval does not authorize an applicant to energize or utilize the electric vehicle charging station until final inspection and approval is granted by the County.

F. Discretionary Review--Limitations.

1. It is the intent of this Ordinance to encourage the installation of electric vehicle charging stations by removing obstacles to permitting for charging stations so long as the action does not supersede the Building Official's authority to address higher priority life-safety situations. If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific adverse impact upon the public health or safety, as defined in this Section, the County may require the applicant to apply for a use permit, to be processed in accordance with the procedures established in Sierra County Code Chapter 20.05.
2. Any conditions imposed on an application to install an electric vehicle charging station shall be designed to mitigate the specific adverse impact upon the public health or safety at the lowest cost possible.
3. The County shall not deny an application for a use permit to install an electric vehicle charging station unless it makes written findings based upon substantial evidence in the record that the proposed installation would likely have a specific

adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact. The findings shall include the basis for the rejection of potential feasible alternatives of preventing the adverse impact.

4. In the technical review of a charging station, consistent with Government Code Section 65850.7, the Building Official or other reviewing authority shall not condition the approval for any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.
5. Any decision of the Building Official under the provisions of this Section may be appealed to the Sierra County Planning Commission.

G. Electric Vehicle Charging Station Installation Requirements.

1. Electric vehicle charging station equipment shall meet the requirements of the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission or a Municipal Electric Utility Company regarding safety and reliability.
2. Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.
3. Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.
4. Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

Ordinance Section Two: Severability

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of this Ordinance, including the application of such part or provision

to other circumstances, shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The Board of Supervisors hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof irrespective of the fact that any one (1) or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be held unconstitutional, invalid or unenforceable.

Ordinance Section Three: CEQA

The Board hereby finds and declares that this Ordinance is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to the following exemptions: CEQA Guidelines, Title 14 of California Code of Regulations, Section 15378(b)(5) (as an organizational administrative governmental activity that will not result in direct or indirect physical changes to the environment); and Section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); and Section 15268 (exempting ministerial actions such as approval of building permits and individual utility service connections).

Ordinance Section Four:

This ordinance shall take effect thirty (30) days after the effective date of its passage. Before expiration of fifteen (15) days after passage of this ordinance, it shall be published once with the names of the members of the Board of Supervisors voting for and against the ordinance in *The Mountain Messenger*, a newspaper of general circulation published in the County of Sierra, State of California.

Introduced at a regular meeting of the Board of Supervisors of the County of Sierra, State of California, on the 21st day of March, 2023, and passed and **ADOPTED BY THE BOARD OF SUPERVISORS** on the 4th day of April, 2023, by the following roll call vote, to wit:

AYES: Supervisors:

NOES:

ABSTAIN:

ABSENT:

COUNTY OF SIERRA

SHARON DRYDEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER,
CLERK OF THE BOARD

DAVID PRENTICE
COUNTY COUNSEL

Code: Section: [Up^](#)[<< Previous](#)[Next >>](#)[cross-reference chaptered bills](#)[PDF](#) | [Add To My Favorites](#)Search Phrase: **GOVERNMENT CODE - GOV****TITLE 7. PLANNING AND LAND USE [65000 - 66499.58]** (*Heading of Title 7 amended by Stats. 1974, Ch. 1536.*)**DIVISION 1. PLANNING AND ZONING [65000 - 66301]** (*Heading of Division 1 added by Stats. 1974, Ch. 1536.*)**CHAPTER 4. Zoning Regulations [65800 - 65912]** (*Chapter 4 repealed and added by Stats. 1965, Ch. 1880.*)**ARTICLE 2. Adoption of Regulations [65850 - 65863.13]** (*Article 2 added by Stats. 1965, Ch. 1880.*)**65850.7.** (a) The Legislature finds and declares all of the following:

(1) The implementation of consistent statewide standards to achieve the timely and cost-effective installation of electric vehicle charging stations is not a municipal affair, as that term is used in Section 5 of Article XI of the California Constitution, but is instead a matter of statewide concern. Therefore, this section applies to all cities, including charter cities.

(2) It is the intent of the Legislature that local agencies not adopt ordinances that create unreasonable barriers to the installation of electric vehicle charging stations and not unreasonably restrict the ability of homeowners and agricultural and business concerns to install electric vehicle charging stations.

(3) It is the policy of the state to promote and encourage the use of electric vehicle charging stations and to limit obstacles to their use.

(4) It is the intent of the Legislature that local agencies comply not only with the language of this section, but also the legislative intent to encourage the installation of electric vehicle charging stations by removing obstacles to, and minimizing costs of, permitting for charging stations so long as the action does not supersede the building official's authority to identify and address higher priority life-safety situations.

(b) A city, county, or city and county shall administratively approve an application to install electric vehicle charging stations through the issuance of a building permit or similar nondiscretionary permit. Review of the application to install an electric vehicle charging station shall be limited to the building official's review of whether it meets all health and safety requirements of local, state, and federal law. The requirements of local law shall be limited to those standards and regulations necessary to ensure that the electric vehicle charging station will not have a specific, adverse impact upon the public health or safety. However, if the building official of the city, county, or city and county makes a finding, based on substantial evidence, that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety, the city, county, or city and county may require the applicant to apply for a use permit.

(c) A city, county, or city and county may not deny an application for a use permit to install an electric vehicle charging station unless it makes written findings based upon substantial evidence in the record that the proposed installation would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. The findings shall include the basis for the rejection of potential feasible alternatives of preventing the adverse impact.

(d) The decision of the building official pursuant to subdivisions (b) and (c) may be appealed to the planning commission of the city, county, or city and county.

(e) Any conditions imposed on an application to install an electric vehicle charging station shall be designed to mitigate the specific, adverse impact upon the public health or safety at the lowest cost possible.

(f) (1) An electric vehicle charging station shall meet applicable health and safety standards and requirements imposed by state and local permitting authorities.

(2) An electric vehicle charging station shall meet all applicable safety and performance standards established by the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability.

(g) (1) On or before September 30, 2016, every city, county, or city and county with a population of 200,000 or more residents, and, on or before September 30, 2017, every city, county, or city and county with a population of less than 200,000 residents, shall, in consultation with the local fire department or district and the utility director, if the city, county, or city and county operates a utility, adopt an ordinance, consistent with the goals and intent of this section, that creates an expedited, streamlined permitting process for electric vehicle charging stations. In developing an expedited permitting process, the city, county, or city and county shall adopt a checklist of all requirements with which electric vehicle charging stations shall comply to be eligible for expedited review. An application that satisfies the information requirements in the checklist, as determined by the city, county, or city and county, shall be deemed complete. Upon confirmation by the city, county, or city and county of the application and supporting documents being complete and meeting the requirements of the checklist, and consistent with the ordinance, a city, county, or city and county shall, consistent with subdivision (b), approve the application and issue all required permits or authorizations. However, the city, county, or city and county may establish a process to prioritize competing applications for expedited permits. Upon receipt of an incomplete application, a city, county, or city and county shall issue a written correction notice detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance. An application submitted to a city, county, or city and county that owns and operates an electric utility shall demonstrate compliance with the utility's interconnection policies prior to approval.

(2) The checklist and required permitting documentation shall be published on a publicly accessible internet website, if the city, county, or city and county has an internet website, and the city, county, or city and county shall allow for electronic submittal of a permit application and associated documentation, and shall authorize the electronic signature on all forms, applications, and other documentation in lieu of a wet signature by an applicant. In developing the ordinance, the city, county, or city and county may refer to the recommendations contained in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" published by the Office of Planning and Research. A city, county, or city and county may adopt an ordinance that modifies the checklists and standards found in the guidebook due to unique climactic, geological, seismological, or topographical conditions. If a city, county, or city and county determines that it is unable to authorize the acceptance of an electronic signature on all forms, applications, and other documents in lieu of a wet signature by an applicant, the city, county, or city and county shall state, in the ordinance required under this subdivision, the reasons for its inability to accept electronic signatures and acceptance of an electronic signature shall not be required.

(h) A city, county, or city and county shall not condition approval for any electric vehicle charging station permit on the approval of an electric vehicle charging station by an association, as that term is defined in Section 4080 of the Civil Code.

(i) The following definitions shall apply to this section:

(1) "A feasible method to satisfactorily mitigate or avoid the specific, adverse impact" includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by a city, county, or city and county on another similarly situated application in a prior successful application for a permit.

(2) "Electronic submittal" means the utilization of one or more of the following:

(A) Email.

(B) The internet.

(C) Facsimile.

(3) "Electric vehicle charging station" or "charging station" means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this section, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

(4) "Specific, adverse impact" means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

Code: Section: [Up^](#)[<< Previous](#)[Next >>](#)[cross-reference chaptered bills](#)[PDF](#) | [Add To My Favorites](#)Search Phrase: **GOVERNMENT CODE - GOV****TITLE 7. PLANNING AND LAND USE [65000 - 66499.58]** (*Heading of Title 7 amended by Stats. 1974, Ch. 1536.)***DIVISION 1. PLANNING AND ZONING [65000 - 66301]** (*Heading of Division 1 added by Stats. 1974, Ch. 1536.)***CHAPTER 4. Zoning Regulations [65800 - 65912]** (*Chapter 4 repealed and added by Stats. 1965, Ch. 1880.)***ARTICLE 2. Adoption of Regulations [65850 - 65863.13]** (*Article 2 added by Stats. 1965, Ch. 1880.)***65850.71.** (a) The Legislature finds and declares both of the following:

(1) An electric vehicle charging station has a significant economic impact in California and is not a municipal affair, as the term is used in Section 5 of Article XI of the California Constitution, but is instead a matter of statewide concern. Therefore, this section applies to all cities, including charter cities.

(2) Table 3 of the Governor's Office of Business and Economic Development (GO-Biz) Electric Vehicle Charging Station Permitting Guidebook, published July 2019, recommends best practices for electric vehicle supply equipment permitting that would establish a 15-day timeline and satisfy the intent of Assembly Bill 1236 (Chapter 598 of the Statutes of 2015).

(b) (1) An application to install an electric vehicle charging station submitted to the building official of a city, county, or city and county shall be deemed complete if, after the applicable time period described in paragraph (2) has elapsed, both of the following are true:

(A) The building official of the city, county, or city and county has not deemed the application complete, consistent with the checklist created by the city, county, or city and county pursuant to subdivision (g) of Section 65850.7.

(B) The building official of the city, county, or city and county has not issued a written correction notice detailing all deficiencies in the application and identifying any additional information explicitly necessary for the building official to complete a review limited to whether the electric vehicle charging station meets all health and safety requirements of local, state, and federal law, consistent with subdivisions (b) and (g) of Section 65850.7.

(2) For purposes of paragraph (1), "applicable time period means" either of the following:

(A) Five business days after submission of the application to the city, county, or city and county, if the application is for at least 1, but not more than 25 electric vehicle charging stations at a single site.

(B) Ten business days after submission of the application to the city, county, or city and county, if the application is for more than 25 electric vehicle charging stations at a single site.

(c) (1) An application to install an electric vehicle charging station shall be deemed approved if the applicable time period described in paragraph (2) has elapsed and all of the following are true:

(A) The building official of the city, county, or city and county has not administratively approved the application pursuant to subdivision (b) of Section 65850.7.

(B) The building official of the city, county, or city and county has not made a finding, based on substantial evidence, that the electric vehicle charging station could have a specific adverse impact upon the public health or safety or required the applicant to apply for a use permit pursuant to subdivision (b) of Section 65850.7.

(C) The building official of the city, county, or city and county has not denied the permit pursuant to subdivision (c) of Section 65850.7.

(D) An appeal has not been made to the planning commission of the city, county, or city and county, pursuant to subdivision (d) of Section 65850.7.

(2) For purposes of paragraph (1), "applicable time period means" either of the following:

(A) Twenty business days after the application was deemed complete, if the application is for at least 1, but not more than 25 electric vehicle charging stations at a single site.

(B) Forty business days after the application was deemed complete, if the application is for more than 25 electric vehicle charging stations at a single site.

(d) If an electric vehicle charging station and any associated equipment interfere with, reduce, eliminate, or in any way impact the required parking spaces for existing uses, the city, county, or city and county shall reduce the number of required parking spaces for the existing uses by the amount necessary to accommodate the electric vehicle charging station and any associated equipment.

(e) If the electric vehicle charging station is being installed in an area that receives electrical service from a local publicly owned electric utility, this section does not expand or restrict the local publicly owned electric utility's role and responsibility in providing new electric service to the electric vehicle charging station in a manner consistent with safety, reliability, and engineering requirements.

(f) This section shall become operative on January 1, 2022, but for every city, county, or city and county with a population of less than 200,000 residents, this section shall apply beginning on January 1, 2023.

(Added by Stats. 2021, Ch. 710, Sec. 2. (AB 970) Effective January 1, 2022.)



SIERRA COUNTY

DEPARTMENT OF PLANNING AND BUILDING

Tim Beals | Building Official

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Downieville, California 95936 (530) 289-3251
FAX (530) 289-2828
building@sierracounty.ca.gov

FORM NUMBER

BD-23

BUILDING PERMIT SUBMITTAL REQUIREMENTS FOR ELECTRIC VEHICLE CHARGING STATIONS (EVCS)

THIS CHECKLIST IS PROVIDED TO ASSIST BOTH YOU AND STAFF TO HELP IN THE REVIEW AND PROCESSING OF YOUR PERMIT.
PLEASE READ CAREFULLY! *Construction Plans and supporting documentation shall be of sufficient detail and clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the California Building Standards Codes and relevant laws, ordinances, rules and regulations, as determined by the Building Official (CRC R106.1.1, CBC 107.2.1).*

EXPEDITED PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS

Sierra County Checklist

This document provides all of the needed links to forms and checklists necessary to utilize Sierra County's Expedited Permitting Process for Electric Vehicle Charging Stations (EVCS). This process provides an expedited and streamlined permitting process for qualifying EVCS systems. Once all of the documentation is correctly and fully completed and submitted, a permit will be processed and approved for issuance in a timely manner.

INSTRUCTIONS:

Step 1: Complete the Sierra County Electric Vehicle Charging Station (EVCS) checklist below. Submit all information requested on the checklist.

Step 2: Fully complete and sign a [BD-01 Building Application Form](#), a [BD-03 Owner Builder Notice & Certification](#), and a [BD-04 Owner Builder What to Know](#)

Step 3: Complete and sign the [BD-24 Smoke Alarm & Carbon Monoxide Alarm Declaration Form](#), if applicable. Please see Item 29 on the checklist for additional details.

Step 4: Submit all of the required documentation (Step 1 through Step 3) to the Sierra County Building Department. You will be notified when the documents have been reviewed and approved and the permit is ready to be issued. You may submit the required documentation electronically (building@sierracounty.ca.gov) or provide a physical copy via mail.

SUBMITTAL REQUIREMENTS



SIERRA COUNTY

DEPARTMENT OF PLANNING AND BUILDING

Tim Beals | Building Official

P.O BOX 530
Downieville, California 95936 (530) 289-3251
FAX (530) 289-2828
building@sierracounty.ca.gov

FORM NUMBER

BD-23

This checklist is provided to guide applicants through a streamlined permitting process for Electric Vehicle Charging Stations (EVCS).

APPROVAL REQUIREMENTS

1. The Building Department will conduct the plan review and inspection for EVCS installations.
2. Planning Department review approval is not required for EVCS installations **unless** the Building Official determines that the proposed EVCS will have a specific, adverse impact upon the public health or safety.
3. Fire Department plan review and inspection approval is not required for EVCS installations unless the system includes a stationary storage battery system as defined in the CA Fire Code.

SUBMITTAL INFORMATION

1. All forms and checklists described herein are available on the Sierra County website located at [Building Forms and Submittal Requirements | Sierra County, CA - Official Website](#)
2. A [BD-01 Building Application Form](#), a [BD-03 Owner Builder Notice & Certification](#), and a [BD-04 Owner Builder What to Know](#) are required for all EVCS installations.
3. One copy of this checklist must be completed and submitted to the Sierra County Building Department along with the Building Permit application. Please provide an explanation for any checklist item not completed or met.
4. Provide two (2) sets of plans for the proposed EVCS (min. 11"x 17" plan size). Plan submittals shall include, but not be limited to:
 - (a) A Title Page
 - (b) A Site Plan *[Not required for Level One or Level Two EVCS equipment installed within an existing one- or two-family residential structure (i.e. garage or carport)]*.
 - (c) An Electrical Floor Plan *[Not required for exterior EVCS equipment installations]*.
 - (d) A Single-Line Electrical Diagram *[Not required for Level 1 charging station installations]*.
 - (e) EVCS Manufacturer Installation Details and Specifications.
 - (f) Electrical Service Load Calculations.

GENERAL REQUIREMENTS FOR EVCS TO BE SHOWN AND NOTED ON PLANS

Use the following checklist items for preparation and submittal of your plans. The level of detail and the specific plan requirements will depend upon the extent, nature and complexity of the work to be done. All applicable checklist items must be noted or specified on the plans. Indicate the plan sheet number where the applicable requirement is shown or specified.



SIERRA COUNTY

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1. Type of EVCS (please check one)

Check One	Type of Charging Station(s) Proposed	Power Levels (proposed circuit rating)
<input type="checkbox"/>	Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps
<input type="checkbox"/>	Level 2 - 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps
<input type="checkbox"/>	Level 2 - 6.6kW (medium)	208/240 VAC at 40 Amps
<input type="checkbox"/>	Level 2 - 9.6kW (high)	208/240 VAC at 50 Amps
<input type="checkbox"/>	Level 2 - 19.2kW (highest)	208/240 VAC at 100 Amps
<input type="checkbox"/>	DC Fast Charging	440 or 480 VAC
<input type="checkbox"/>	Other (Specify and provide details):	

SUBMITTAL REQUIREMENTS CHECKLIST FOR EVCS

PERMIT APPLICATION REQUIREMENTS

<input type="checkbox"/> Yes <input type="checkbox"/> No	1. The permit application is complete with the following information: <ul style="list-style-type: none">• Project address and parcel number,• Owner name, address and phone number;• Contractor name, address and phone number and contractor's license number; and• Other information requested on the permit application form?
<input type="checkbox"/> Yes <input type="checkbox"/> No	2. An electrical load calculation is included with the permit application? (CEC 220 ¹)

¹ CEC means the 2023 California Electrical Code



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<input type="checkbox"/> Yes <input type="checkbox"/> No If panel upgrade is required, check box below: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	3. Based on the required load calculation ² , is an electrical service panel upgrade required? If yes, do plans show and specify the electrical service panel upgrade?
<input type="checkbox"/> Yes <input type="checkbox"/> No	4. The EVCS branch circuit conductor is appropriately sized for a continuous load of 125% of the EVCS equipment plus any other non-continuous loads per CEC 210.19?
PLANS: GENERAL REQUIREMENTS	
<input type="checkbox"/> Yes <input type="checkbox"/> No	5. The drawings are: <ul style="list-style-type: none">• drawn to scale;• on a paper size not less than 17" wide by 11" high (36" x 24" preferred);• oriented in landscape orientation; are printed with text with not less than 9 point Arial font size or equal or 1/8" minimum neatly hand printed lettering?
<input type="checkbox"/> Yes <input type="checkbox"/> No	6. The plans include a Title Page with property information including, but not limited to: <ul style="list-style-type: none">• address of property;• name, address, phone number of the property owner;• name, address, phone number and license number of the person responsible for the EVCS system design;• codes applicable to the project;• occupancy and use of the facilities; and• narrative description and scope of the proposed work
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	6. A Site Plan is included with the permit application and includes the following information? [Not required for Level One or Level Two EVCS equipment installed within an existing one- or two-family residential structure (i.e. garage or carport)]: <ul style="list-style-type: none">• Location and name of structure(s) on the site;• Property lines, streets, lot dimensions, north arrow, the distance from property lines to structures and the proposed EVCS equipment;• Dimensioned parking improvements, driveways, etc.;• EVCS equipment, main electric service panel, disconnects and overcurrent protection locations;• Underground conduit locations and routing;

² Load Calculation: The size of the existing service **MUST** be equal to or larger than the minimum required size of main service breaker as determined by the load calculations required by **CEC article 220**. If the existing service panel is smaller than the minimum required size of existing electrical services, then a new upgraded electrical service panel must be installed in order to handle the added electrical load from the proposed EVCS.



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	<ul style="list-style-type: none">• Location of additional meter, if applicable;• All site related accessibility requirements prescribed by CA Building Code (CBC) Sections 11B-228 and 11B-812 are shown and fully specified. <i>[Applicable only to commercial facilities, public and common use areas, public accommodations and public housing as defined in the CA Building Code.]</i> <p>Detailed and specific site of all related proposed work. <i>[See additional requirements below.]</i></p>
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<p>7. An Electrical Floor Plan is included with the permit application and includes the following information? [Not required for exterior installations.]</p> <ul style="list-style-type: none">• Plan view of the location of the proposed EVCS equipment including the use of the space or area where the EVCS will be installed;• All applicable electrical plan related requirements of NEC Article 625 are shown or specified on the plan;• All electrical plan related accessibility requirements prescribed by CA Building Code (CBC) Sections 11B-228 and 11B-812 are shown and fully specified. [Applicable only to commercial facilities, public and common use areas, public accommodations and public housing as defined in the CA Building Code.]• Detailed and specific plan of all related proposed work. [See additional requirements below.]
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<p>8. A Single-Line Electrical Diagram is included with the permit application and includes the following information? <i>[Not required for Level 1 charging station installations.]</i></p> <ul style="list-style-type: none">• List and label all EVCS supply equipment;• Conductor and conduit size, type and location;• Size of the over current device (circuit breaker) supplying the EVCS;• The size and location of the main electric panel, distribution panels (sub panels), overcurrent protection, disconnects, additional meters, and EVCS equipment;• The type (level), voltage and ampacity for each charging station;• All equipment labeling requirements per CEC 625.15.
<input type="checkbox"/> Yes <input type="checkbox"/> No	<p>9. Two (2) sets of the EVCS Manufacturer Installation Details and Specifications are included with the permit application?</p>
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<p>10. Two (2) copies of Electrical Service Load Calculations are provided for sizing of the electrical service panel pursuant to CA Electrical Code (CEC) Article 220? <i>[NOTE: Make sure to include 125% of the EV charging station load in</i></p>



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<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<i>the calculation.]</i> 11. If the EVCS equipment is listed for charging electric vehicles that require ventilation for indoor charging, is a Mechanical Plan showing and specifying all of the ventilation requirements prescribed by CEC 625.52 included with the permit application?
<input type="checkbox"/> Yes <input type="checkbox"/> No	12. The project site is located outside of a 100 year flood hazard zone? <i>[NOTE: If the charging equipment is located within a 100 year flood hazard zone, the EVCS equipment shall be elevated above the base flood elevation. The base flood elevation must be determined and an elevation certificate submitted by a registered land surveyor. (INSERT SIERRA COUNTY CODE REFERENCE)]</i>
PLANS: 2016 CALIFORNIA ELECTRICAL CODE MINIMUM REQUIREMENTS	
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	13. The plans indicate that the installation shall meet all requirements Electrical Code - Article 625 for Electric Vehicle Charging Systems.
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	14. The plans identify the amperage and location of the existing (or new) electrical service panel and the service panel is sized in accordance with the electrical service load calculations? (CEC 220)
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	15. The plans indicate the size of the service entrance conductors?
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	16. The plans indicate that the charging equipment shall have a Nationally Recognized Testing Laboratory (NRTL) approved listing mark? (UL 2202/UL 2200)
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	17. The single-line electrical diagram shows and specifies the required overcurrent protection for the proposed EVCS?
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	18. Conduit and conductor size and type are specified and the routes and requirements for their installation (i.e. within framing, mounted to structures, underground, etc.) are shown?
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	19. The plans specify that the electric vehicle charging system shall be installed in accordance with manufacturer's installation instructions and shall be suitable for the environment (indoor/outdoor) in which they will be installed?
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	20. The plans specify where the labeling of the EVCS equipment (i.e. "FOR USE WITH ELECTRIC VEHICLES", "VENTILATION NOT REQUIRED", "VENTILATION REQUIRED", etc.) is required? (CEC 625.15)
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	21. An approval letter from PG&E is provided to the building department <u>if a dedicated electrical meter is to be installed for the electric vehicle charging system?</u> <i>[NOTE: If a single mast will continue to be used to serve two meters, ensure that the service entrance conductors are sized for the sum of the two meters, in accordance with CEC Article 310.]</i>
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet # _____	22. If the EV charging equipment is rated more than 60 amps or more than 150V to ground, the plans specify that the disconnecting means shall be lockable open and shall be provided in a readily accessible location? (CEC 625.42)



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<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	23. The plans specify that the EVCS equipment disconnecting means shall be identified with a durable label stating "Emergency Power Off – Electric Vehicle Charging Station"? (CEC 110.21)
<input type="checkbox"/> Yes <input type="checkbox"/> No Sheet # _____	24. The plans specify that the main service conductors and the equipment for the protection of electrical service (i.e. disconnecting means, overcurrent protection, etc.) will be installed in accordance with CEC Article 230?
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet # _____	25. If trenching is required, a trenching detail is provided on the plans showing compliance with the minimum cover requirements pursuant to CEC 300.5? <i>[NOTE: trenching for electrical feeders from structure to structure must comply with CEC 225.]</i>
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet # _____	26. Physical protection such as a bollard is shown and detailed on the plans when vehicle impact protection for EVCS equipment is required? (CEC 110.27 (B)) <i>[NOTE: Typically not required for Level 1 EVCS. Physical protection from damage is often a 4" diameter steel pipe filled with concrete, a minimum of 40" above the finished floor/grade, installed in a footing measuring 12" in diameter and 3' deep]</i>
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet # _____	27. The plans show and specify the mounting height for the charging coupling (the connector nozzle) and the operable controls? <i>[NOTE: If installed indoors, the electric vehicle charging coupling shall be located between 18" and 48" above the finished floor. If installed outdoors, the electric vehicle charging coupling shall be located between 24" and 48" above the finished grade. (CEC 625.50 and CBC 11B-309)]</i>
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet # _____	28. If the EVCS is installed within in a building containing an R (residential) occupancy, the plans show and specify the location for all required smoke and carbon monoxide alarms within the dwelling(s)? (CBC 907.2.11, CBC 915, CRC R314 and CRC R315) <i>[NOTE: In lieu of showing and specifying the location for all required smoke and carbon monoxide alarms within the dwelling(s), a BD-24 Affidavit – Self Certification of Smoke/Carbon Monoxide Alarms available on Sierra County's website, may be completed, signed and submitted with the application.]</i>
PLANS: 2016 CALGREEN REQUIREMENTS	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	29. Does the number of proposed electric vehicle charging spaces conform to the Tier 1 requirements of California Green Building Code (CGBC)? (CGBC A4.106.8.2 and A5.106.5.3) <i>[Only applies to <u>newly constructed</u> multi-family residential and newly constructed non-residential projects.]</i>
PLANS: 2016 CALIFORNIA BUILDING CODE ACCESSIBILITY REQUIREMENTS	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	30. <i>[NOTE: Accessibility requirements are required for public and common use areas, public accommodations, commercial facilities and public housing as defined in the CA Building Code.]</i> The plans show and specify all of the applicable accessibility requirements prescribed in CBC Chapter 11B, including



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	but not limited to the requirements of the following sections:
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet # _____	31. 11B-202.4 (Path of Travel Requirements in Alterations, Additions and Structural Repairs) [See 11B-202.4 Exception 10 for Path of Travel Requirement Exceptions]
Sheet # _____	32. 11B-228.3 (Electric Vehicle Charging Stations)
Sheet # _____	33. 11B-302 (Floor or Ground Surfaces)
Sheet # _____	34. 11B-303 (Changes in Level)
Sheet # _____	35. 11B-305 (Clear Floor or Ground Space)
Sheet # _____	36. 11B-308 (Reach Ranges)
Sheet # _____	37. 11B-309 (Operable Parts)
Sheet # _____	38. 11B-402 (Accessible Route)
Sheet # _____	39. 11B-703.3 (Braille)
Sheet # _____	40. 11B-703.7 (Symbols of Accessibility)
Sheet # _____	41. 11B-703.7.2.1 (International Symbol of Accessibility)
Sheet # _____	42. 11B-707.2 (Clear Floor or Ground Space)
Sheet # _____	43. 11B-707.3 (Operable Parts)
Sheet # _____	44. 11B-707.7.2 (Characters)
Sheet # _____	45. 11B-707.9 (Point-of-Sale Devices)
Sheet # _____	46. 11B-812 (Electric Vehicle Charging Stations)

Electrical plans shall be completed, stamped and signed by a California Licensed Electrical Engineer or a C-10 electrical contractor.

Project Address

Name of person completing the Checklist (Please Print)

Signature

Electrical Engineer or Contractor's License Number and Type

PLAN REVIEW

Permit applications must be submitted to the Sierra County Building Department in person at 101 Courthouse Square, Downieville, CA or electronically through e-mail Building@SierraCounty.CA.GOV

Permit applications eligible for the expedited permitting process will receive a high priority and be reviewed as early as practical with a processing goal of 1 to 3 business days following receipt of the submittal.

INSPECTIONS

Once all permits to construct the EVCS have been issued and the system has been installed, it must be inspected before final approval is granted for the solar system. On-site inspections can be scheduled by contacting the Building Department at (530) 289-3251. Inspection requests received before midnight can usually be scheduled for the following business day.

Permit holders must provide the inspector with the Building Department Approved Job Plans, the Building Permit Inspection Record Card and access to the location of the work. The permittee must be prepared to show conformance with all technical requirements in the field at the time of inspection. The inspector will verify that the installation is in conformance with applicable code requirements and the approved plans.

DEPARTMENTAL CONTACT INFORMATION

For additional information regarding this permit process, please consult our departmental website at <http://sierracounty.ca.gov/194/Building> or contact the Building Division at (530) 289-3251.

SAMPLE CONFIGURATIONS

Please see next page

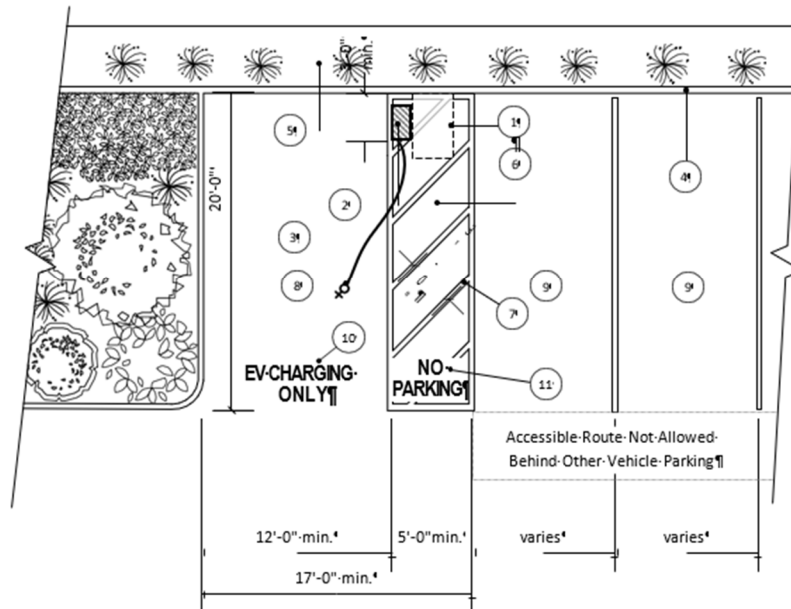


Figure 1: Typical Single Electric Vehicle Charging Station Configuration for an Existing Commercial Facility or Public Accommodation

KEY LEGEND

- 1 30" x 48" clear space for parallel approach (CBC 11B-302).
- 2 Electric Vehicle Charging Station (EVCS)(see CBC 11B-228.3 & 11B-812 for requirements).
- 3 Electric Vehicle Charging Station coupling (nozzle) and conductor.
- 4 Curb
- 5 No International Symbol of Accessibility (ISA) sign or "Van Accessible" sign is required (see CBC a11B-812.8)
- 6 60" minimum width access aisle located on the passenger side of a van accessible space and at the same level as the adjacent vehicle space. (CBC 11B-812.7)
- 7 Contrasting border and 36" maximum on center diagonal hatched lines designating the access aisle. Access aisles borderlines and hatched lines for EVCS spaces shall not be blue. (CBC 11B-812.7.2)
- 8 Minimum 144" wide by 216" long van accessible lined EVCS space (ISA sign and "Van Accessible" sign NOT required). (CBC 11B-812.6.1 and 11B-812.8)
- 9 Parking space not regulated by CBC 11B-812.
- 10 12" high "EV CHARGING ONLY" surface marking at the end of each EVCS space. (CBC 11B-812.9)
- 11 12" high "NO PARKING" surface marking within the access aisle. (CBC 11B-812.7.3)

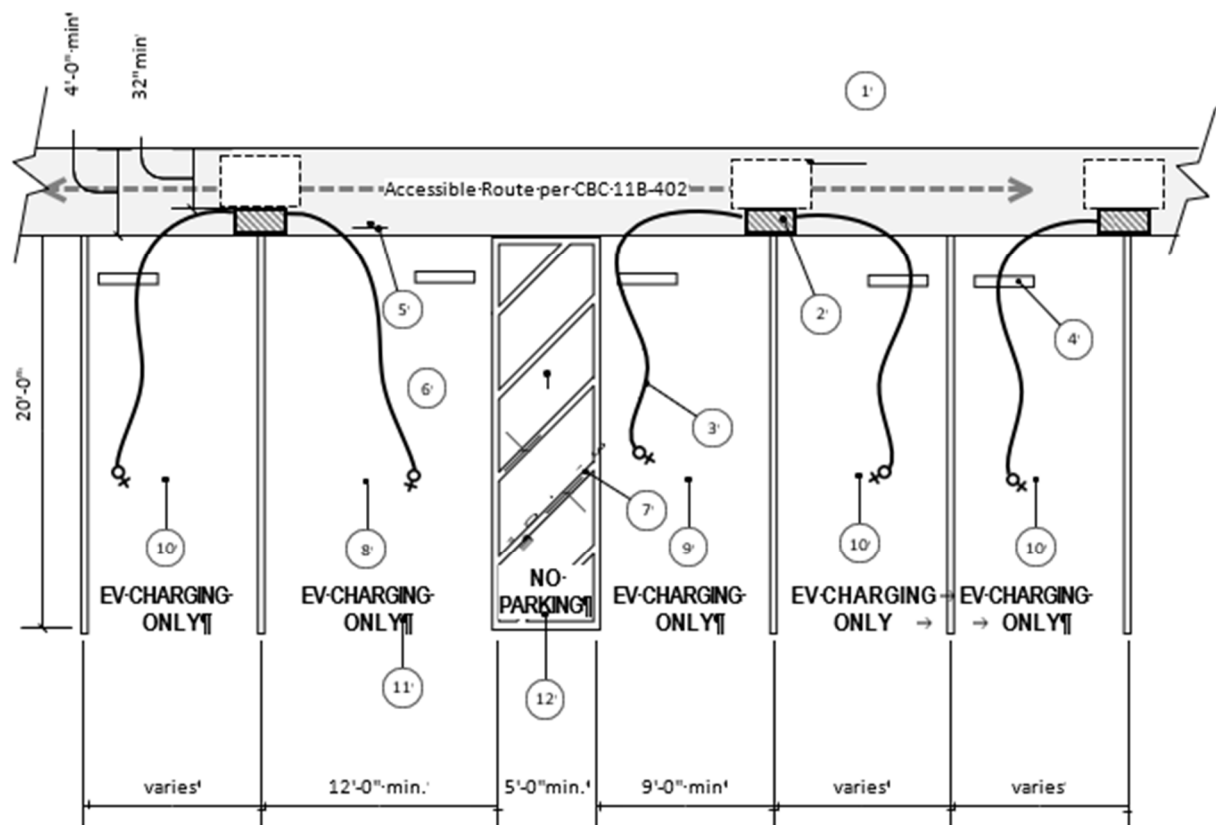


Figure 2 Typical Electric Vehicle Charging Station Configuration for Public Use

KEY LEGEND

- 12 30" x 48" clear space for parallel approach (CBC 11B-302).
- 13 Electric Vehicle Charging Station (EVCS)(see CBC 11B-228.3 & 11B-812 for requirements).
- 14 Electric Vehicle Charging Station coupling (nozzle) and conductor.
- 15 Wheel stop.
- 16 70 sq. in reflectorized International Symbol of Accessibility (ISA) sign required at van accessible charging station when 5 or more EVCS spaces are provided. "Van Accessible" sign shall also be provided. (see CBC 11B-812.8 for additional requirements)
- 17 60" minimum width access aisle located on the passenger side of a van accessible space and at the same level as the adjacent vehicle space. (CBC 11B-812.7)
- 18 Contrasting border and 36" maximum on center diagonal hatched lines designating the access aisle. Access aisles borderlines and hatched lines for EVCS spaces shall not be blue. (CBC 11B-812.7.2)
- 19 Minimum 144" wide by 216" long van accessible lined EVCS space (ISA sign and "Van Accessible" sign required). (CBC 11B-812.6.1 and 11B-812.8)
- 20 Minimum 108" wide by 216" standard accessible lined EVCS space (ISA sign not required unless 26 or more EVCS are provided). (CBC 11B-812.6.2)
- 21 EVCS space not regulated by CBC 11B-812.
- 22 12" high "EV CHARGING ONLY" surface marking at the end of each EVCS space. (CBC 11B-812.9)